

**MINUTES
TOWN OF NEW GLARUS
Regular Town Board Meeting
02/12/2014**

Town Hall – Swiss Miss Center 1101 Hwy 69 New Glarus to follow Closed Session

ATTENDING: Board Members: Keith Seward, Dean Streiff, Chris Narveson, Jim Hoesly, Robert Elkins, Pattie Salter and Dennis

K. Seward called the meeting to order at 7:23 p.m.

1. Proof of Posting: P. Salter confirmed proper posting.
2. Approve Town Board Minutes:
 - a. 01/14/14 Caucus Meeting: R. Elkins moved to approve the minutes as presented. C. Narveson 2nd. Motion carried.
 - b. 01/14/14 Regular Town Board Meeting: C. Narveson moved to approve the minutes as presented. J. Hoesly 2nd. Motion carried.
3. Patrolman's Report:
 - a. Hazardous Waste Workshop: The UW Office of Risk Management asked the WMCA to notify local municipalities that people who use products containing hazardous chemicals at work are required to be trained in proper handling, disposal and emergency procedures. Training is offered free throughout the state with a class scheduled in Madison on February 25 at the Mendota Conference Center. Lunch is not provided. Without objection D. Nielson should go if he is able to.
 - b. Salt Shortage: Jeff Wunschel, Green County Highway Commissioner notified us that there is a salt shortage but believes they will have enough to keep everyone supplied, provided that everyone conserves salt as much as possible.
 - c. Propane Shortage: Green County Emergency Management sent out a notice that the State of Wisconsin is experiencing a propane shortage and requests that residents take measures to conserve energy. They also noted that residents should not let their propane tanks reach 30% full. They have asked local municipalities to help spread the word that more financial assistance is available and if you know of anyone who is having a hard time paying for propane to encourage them to contact Green County Human Services.
 - d. Pioneer Road Engineering: K. Seward reported that Tim Schleeper sent an email stating that any project costs incurred prior to the Town accepting the TRID award would not be eligible for reimbursement. If the Town went ahead with the topo and preliminary engineering and incurred costs for the work, we would not be able to request reimbursement for those costs, however, we could act on the engineering contract in advance of the award assuming we don't incur any costs until after the contract is awarded.

J. Hoesly moved to approve Vierbicher Associate's contract, C. Narveson 2nd. Motion Carried.
 - e. Dennis' Annual Review – Results of Closed Session: C. Narveson moved to 2.5% wage adjustment plus a one-time bonus of \$408. J. Hoesly 2nd. Motion Carried.
4. Public Comments: None.
5. Special Guest – Victoria Solomon of the UW Extension: No Show.
6. Finance Committee Report:
 - a. Accounts Receivable Aging List: D. Streiff reported that \$1,192 was been billed in January and \$12 has been billed in February. There is currently \$910 in outstanding receivables. Including two bills for plowing and the balance of a bill sent to Clark Kepplinger for a special meeting that was cancelled 2

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hours prior to the meeting.

- b. Accounting Reports w/Monthly Bank Reconciliation: P. Salter reported that the January accounts balance.
- c. Payment of Bills: D. Streiff moved to approve January ACH Payments 12214, 40066, 40068, 40069 & 47296. C. Narveson 2nd. Motion Carried.

D. Streiff moved to approve February checks 17454-17482 and ACH payments #18214, 39320, 40063, 40064, 40065, 40066, 45664, 51587, 52349, 52579, 67840, 77003 & 90052. C. Narveson 2nd. It was noted that check number 17481 was a voided payroll misprint. Motion Carried.

7. Clerk-Treasurer Report:

- a. Correspondence:
 - i. Library Report: The January and February Director's report was included in the packets.
 - ii. Blue Ridge Development Corp – Claim for Excess Property Taxes: Mark Hanson delivered a claim for excess taxes and is requesting a refund of \$5,008.38. Without objection topic will be added to next month's agenda.
 - iii. EMS Donation Request: Kristie Mueller sent out a letter requesting donations and seeking volunteer EMTs or drivers. No action was taken.
 - iv. Spring Treasurer's Conference Request: P. Salter requested approval to attend the May Treasurer's Conference April 30 to May 2. The cost of the conference is \$125 plus \$140 for hotel. Approved without objection.

Without objection Pattie will attend and speak at the WTA district meeting in Belmont, WI.

- v. Kepplinger Letter: K. Seward explained that a letter was sent to Clark Kepplinger stating that his bill was credited for the per diems for the committee members who did not attend the cancelled meeting, but he would still need to pay the balance of the bill.
- b. Hill Climb Event Notice: Tom Schmock has filed his annual request to use Elmer Road from ¼ mile south of Kubly Road to Kubly Road from Sugar River Bridge to Argue Road. He obtained a street permit from the Village and signed off on by EMS and Fire. P. Salter asked if we should have a road use permit for activities like this, triathlons and bike tours. Without objection add street permit to March agenda.

8. Chairman's Report:

- a. Clerk-Treasurer Annual Review – Results of Closed Session: D. Streiff moved to adjust Clerk-Treasurer's wage to \$20 an hour retroactive to her January 1 anniversary date. C. Narveson 2nd. C. Narveson noted that the adjustment was in response to certification accomplishments. K. Seward noted that part of the discussion was that the Town may be out of sync with other municipal wages and this may be the topic of future discussion. Motion carried.
- b. Potential Office Space Needs: K. Seward reported that we have received notice from the Bank of New Glarus that they are going to need our office space and asked that we find a new location. They offered two spaces upstairs; space is available in the basement of the Swiss Center of North America, we could consider buying an existing building, there is the library issue to consider or we could build somewhere. Without objection this issue will be added to the March meeting. K. Seward will set up a time to review the space above the pharmacy.
- c. Green County Solid Waste Study: K. Seward explained that we received correspondence from Green County Solid Waste Management Board that stated they are considering the purchase of a compactor

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truck and hauling participating township trash and recycling to their facility. They have requested rough costs and current operations of our collection. Without objection P. Salter will ask Randy Thompson to bid on the trash collection.

9. Plan Commission Report:
 - a. Hidden Knoll Non-Conforming Driveway: John Ott took the letter around to the EMS and Fire District yesterday. It will be mailed out to residents this week.
10. Parks Report: Tree sale orders are in. They had over 500 tree orders they are ordering double that amount. They are planning a Blue bird and bat workshop for the spring. They have talked to the DNR about mowing along the streambank improvement area linking Legler Valley and the Brewery. There will be some mowing and maintenance needs. There membership drive has been successful. They have one new member and a new resident that has attended a few meetings and is interested in joining.
11. Schedule Next Board Meeting: The next Regular Town Board meeting was scheduled for March 18th, 2014 beginning at 6:30 p.m. (Jim in Florida the 6-11th)
12. Adjourn: Discussion ended at 9:00 p.m. D. Streiff moved to adjourn, 2nd by R. Elkins. Motion carried.